

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: LR Kimball & Associates  
 Region/Locality: Blue Ridge  
 Period: June, 2003

Activity Report					
Task	Locality			Hours this period	Comments
<b>Active Tasks</b>					
<b>PSAP Strategic Planning</b>					
Meeting, site visit, and preparation				12	
Followup from CPE assessments				19.5	
<b>Held Regional Kick-Off Meeting in Roanoke</b>				24	Kick-off incld. LRK PM's and Technical personnel
Attended June Monthly Meeting	Region			5.5	Discussed future direction
<b>WSP/:LEC Contact Coordination &amp; Assistance</b>					
Nextel Partners Drive Testing Coordination	Franklin			2	
Intro Meeting Citizens LEC and Floyd Personnel	Floyd			8	Determined wireless deployment and compliancy
TDS LEC Corridnation Meeting	Craig			8	Determined Issues and Outlined course of action
Reviewed PII Readiness	Danville			2.5	
PI carrier assistance for deployment	Vinton			1	
Data Alltel, VZW, and NPI	Danville			6	
Drive Testing w/ Verizon	Pittsylvania			6	Verizon PHII Deployed w/addressing errors
Continuity Testing	Franklin			4.5	Verzion
Carrier Routing assesement	Franklin			2	Began PHI w/ Triton
Misrouted Calls	Roanoke			2	Ntelos default calls
<b>CPE Assessment &amp; Assistance</b>					
Site Visits and Thorough CPE Assessment	Region			122	Conducted complete site/CPE analysis at Craig,
					Roanoke, Vinton, Floyd, Patrick, Danville, Pitts.
Centralink Upgrade	Floyd			4.25	Reviewed/assisted w/Centralink firmware
<b>Map, CAD, GeoFile Assessment &amp; Assistance</b>					
Reviewed MSAG documentation	Craig			1	

<b>Cost Recovery, True Up Assistance</b>					
Discussed preparation for forthcoming True-UP	Floyd			1.5	
<b>Training Assistance</b>					
Development of Regional Training Guide	Region			5	LRK finalizing development of requested Training
<b>Installation Oversight</b>					
Met with Floyd for CPE/CAD Upgrade	Floyd			14	Researched and Discuess with Motorola
					Reviewed Teletronics equipment/set up demo
<b>Project Reporting &amp; Status Review</b>					
Complied weekly status reports and Regional info	Region			13.75	
<b>Cutover Planning &amp; Assistance</b>					
Deployment of Nextel Partners Phase I	Franklin			11	Selena/me
<b>TOTAL HOURS</b>				<b>275.5</b>	
<b>Completed Tasks</b>					
Nextel Partners PHI Deployed	Franklin				
Verziion Phase II Deployed	Pittsylvania				
PSAP Assessments	Region				
<b>Issues of Importance</b>					
<b>Issue</b>	<b>Actions Proposed to Resolve Issue</b>				<b>Comments</b>
Verizon Incorrect Street Spellings	Will be changed in database				Involved with Pittsylvania PHII drive testing
Citizens Inteface w/Verizon	Citizens to check on trunking needs				Verizon is LEC for CopperHIII of Floyd County
Verizon problem w/ESRDS and AP Card Failure	Replace card and rework database				Franklin County Verizon Continuity Test
Ntelos defaulting Roanoke County to Fredrick Co.	Made translation revisions				Problem Resolved